

VILLAGE OF INDIAN HEAD PARK, ILLINOIS

201 Acacia Drive

Indian Head Park, Illinois 60525

BOARD OF TRUSTEES

OPEN SESSION MINUTES

June 25, 2015

“Pursuant to 5 ILCS 120/2.06(3) minutes of the public meetings shall include, but need not be limited to a general description of all matters proposed, discussed, or decided and a record of the votes taken.”

CALL TO ORDER: Mayor Hinshaw

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday June 25, 2015 at the Municipal Facility, 201 Acacia Drive and was convened at 7:30 p.m. by Mayor Hinshaw.

ROLL CALL: Laurie Scheer, Village Clerk

PRESENT (and constituting a quorum):

Mayor Hinshaw

Trustee O’Laughlin

Trustee Wittenberg

Trustee Farrell Mayer

Trustee Mann

Trustee Metz

After being sworn in Trustee Lopez

ABSENT:

Village Attorney Rich Romello of Storino, Ramello & Durkin

Steve Busa, Treasurer

ALSO PRESENT:

David Brink, Finance

Mary Crowley, Building & Zoning

Ray Leuser III, Sergeant

Art Osten, Jr. Interim Village Administrator

Edward Santen, Public Works Superintendent

Residents – 5 Police officers - 3

PLEDGE OF ALLEGIANCE recited

MAYOR’S REPORT:

The Village goal is to place all ordinances and resolutions on line. Board meeting agendas are posted on the Village website so the audience can follow along if they have a tablet, iPad, etc. Soon we will have the ability to project the agenda on a screen during the meeting and microphones will be installed so all can be heard.

Thank you to all who were interested in the Trustee’s position.

Trustee Metz will give an update on the open Treasurer's position and application.

Mr. Osten has received 15 applications for the Village Administrator's position. Early next week Mr. Osten and Mayor Hinshaw will meet to put together a screening process of the candidates and work on follow up questions. July 17th is the deadline for submissions.

Thank you to the Board for all the great ideas. Mayor Hinshaw requested if projects take more than 15-20 minutes please funnel work through him so that he can work with Mr. Osten to weigh requests and have them handled in a timely manner.

Wolf Road tree trimming will be taking place by Public Works around certain street intersections for safety reasons. Public Works requested to have the County do their full trimming later in the season.

Bonny's Bistro ribbon cutting was held June 6, 2015 at 10 a.m.

APPROVAL OF THE BOARD MEETING MINUTES:

The Approval of the June 11, 2015 Board Meeting Minutes

Trustee Metz reiterated that the minutes be summarized and not be verbatim. Trustee Metz recommended various corrections and additions to the Minutes. Mayor Hinshaw also requested a correction. Motion was made to approve the Minutes of the June 11, 2015 Board Meeting to include the additions and corrections recommended by Trustee Metz and Mayor Hinshaw. Trustee Farrell-Mayer moved, seconded by Trustee O'Laughlin. Motion carried by roll call (5-0-0).

BUSINESS AGENDA ITEMS:

- A.)** Resolution appointing Heidi Lopez to fill the vacancy in the Office of the Trustee of the Village of Indian Head Park, Illinois (**Resolution No. 6-15-1**). No discussion or comments. Trustee Metz moved, Trustee O'Laughlin seconded. Motion carried by a roll call vote (5-0-0). Mrs. Lopez was sworn in by Laurie Scheer, Village Clerk. Trustee Lopez will be Chair of Special Projects and Co-Chair of Communications with Trustee Farrell-Mayer.
- B.)** Resolution appointing an Interim Chief of Police and to approve and authorize the execution of an Employment Agreement for the Village of Indian Head Park, Illinois (**Resolution 6-15-2**). Mr. Osten reviewed the documents with Village Attorney and with Sergeant Leuser. No further questions or comments. Trustee Wittenberg moved, Trustee O'Laughlin seconded. Motion passed by roll call vote (6-0-0). Sergeant Ray Leuseur, III, was sworn in by Village Clerk, Laurie Scheer.
- C.)** Ordinance to approve the compensation for Acting Chief of Police of the Village of Indian Head Park, Illinois (**Ordinance No. 2015-9**). Mr. Osten stated that, per the Board's wishes, Sergeants filling in for the Interim Police Chief or Police Chief would receive 110% of their hourly salary. No questions or comments. Trustee O'Laughlin moved, Trustee Wittenberg seconded. Motion carried by roll call vote (6-0-0).
- D.) Police Chief Recruitment** - Mr. Osten advised that the selection process will be part of the new Village Administrator's duties and the position will be a part-time position for budgetary reasons.
- E.)** Ordinance adopting prevailing wage rates for the year 2015 to be paid to Laborers, Mechanics and Other Workers performing construction of public works in the Village of Indian Head Park, Illinois (**Ordinance No.**

2015-8). Mr. Osten explained that State rates that must be paid for contracts the Village enters. We are required to pay these rates to be eligible for State and Federal grants. This Ordinance must be presented and passed every year. Trustee Metz inquired if every contract entered by the Village had to follow the Prevailing Wage Act. Mr. Osten explained that it applies to all positions on the list regardless of the contract. Trustee Mann moved, Trustee Lopez seconded. Motion carried by roll call vote (6-0-0).

F.) Resolution awarding a contract and authorizing the issuance of a notice of award for Konica Minolta Bizhub C224e Document System Copy Machine for internal use by the Village of Indian Head Park, Illinois. Documents will be able to be scanned placed on line. **(Resolution No. 6-15-3).** Mr. Brink updated the Board on the current machine's declining performance and lack of parts and the benefits of purchasing a new machine. Trustee Metz moved, seconded by Trustee Farrell-Mayer. Motion carried by roll call vote (6-0-0).

G.) 2015/2016 Budget - Trustee O'Laughlin noted she worked closely with Mr. Osten, Mr. Brink, and Trustee Metz over the past two months to balance the budget. Trustee O'Laughlin gave an overview of her concerns and how the General Fund will be balanced. Trustee Metz noted his concerns regarding the Corporate Fund budget. Trustee Metz stated this is the first time the Village Board is not being compensated. Compensation was also eliminated for the Treasurer and Liquor Commissioner. Monthly monitoring of revenues and expenditures will be provided by Mr. Brink. There is a large discrepancy with what Countryside is billing the Village for water and what the Village is billing its residents. Mr. Santen and the Public Works department are looking into solutions to the discrepancy. Mr. Osten requested direction on the amount of water rate increase to balance the Water & Sewer Fund. Current operating and capital expenses and future infrastructure improvements need additional funding. Corporate Fund is doing well but relies on the one-time use of surpluses in the risk management and medical insurance pools funds plus temporary impact fees from Timber Trails subdivision. Cost saving measures and new revenues such as the sale of the Heritage Center need to be considered. Mr. Metz mentioned the uncertainty of the State's Revenue Sharing could still reduce revenues available for this fiscal year. Trustee Farrell-Mayer asked that the Communication Committee update the residents on the water rate increases and that the Board honor the residents' non-binding referendum decision to sell the Heritage Center. Mayor Hinshaw also mentioned the parcel known as Arrowhead Point could also be sold. The 2009 bond payments are continuing to 2021 and is in a balloon rate phase. However, it cannot be refinanced now without incurring a penalty. Mr. Brink reminded the Board a draft Appropriation Ordinance needs to be filed for public inspection by Monday, June 29 with Board approval, with any changes, at the July 9th meeting. Mr. Brink asked for a Motion to approve the 2015/2016 Budget. Trustee O'Laughlin moved, seconded by Trustee Metz. Motion carried by roll call vote (6-0-0).

TRUSTEE UPDATES:

Trustee Metz noted that the Treasurer application is now available. Trustee Metz will be editing the Application to add a date the applications are due and will be on the Village website.

Trustee Farrell-Mayer - first meeting of the Communications Committee will be on July 16, 2015 at 7 p.m. initial exploratory meeting to get volunteers and set the course emails, social media, survey, etc.

AUDIENCE COMMENTS AND INQUIRIES

John Corcoran 6417 Apache Drive, Indian Head Park -- You mentioned a 10 million gallon difference in water usage that the Village is being billed and what the Village is billing its residents. Any ideas what is causing that? Trustee Metz responded we think it maybe the meters and possible underground leaks.

John O'Laughlin -- What is the time period on the 10 million gallon loss? Mr. Santen... one year.

There was Board discussion as to the need to identify all the causes of the 10 million gallon disparity and actions to address each of them.

Resident Question -- Have any decisions been made regarding the Heritage Center? Mayor Hinshaw stated that nothing has been decided.

Next Meeting is scheduled for July 9, 2015.

ADJOURNMENT

There being no further discussion, Trustee O'Laughlin moved, seconded by Trustee Lopez, to adjourn the Village Board of Trustees meeting at 8:54 p.m. Motion carried by voice (6-0-0)

Submitted by Laurie Scheer, Village Clerk